

Circuit Court for Baltimore City Criminal Division 100 N. Calvert Street 200W Baltimore, Md. 21202 Attn: Marian Soto, Manager 410-333-3750 ext. 241		Department of General Services Records Management Division 7275 Waterloo Road (Rte. 175) P.O. Box 275 Jessup, Maryland 20794-0275	<u>51469-2179</u> Forward three (3) copies to address at left.
Court			
County	Date 9-15-11		

PROPOSAL AND CERTIFICATE OF RECORDS DESTRUCTION

No.	Description of Records (Same Title as listed on Schedule)	Authorization		Inclusive Dates of Records Destroyed	Volume Cubic Feet	Date of Disposal	Method of Disposal
		Retention Schedule No.	Item No.				
	District Court Appeals/Jury Trial Election of Criminal Cases	2330 Criminal Record		Year 2002 and 2003	500	12/13/11	Shredded

Destruction Approved by Maryland State Archives

Destruction Certification

Edward C. [Signature] 9/26/11

Date

State Archivist

Signature of Court Official

Title

Date

DGS 550-9 (rev. 8/04)

Instructions for Preparation and Submission on next page

[Handwritten Signature] *Chief Deputy* *12/15/11*

